



**CENTRAL TEXAS
Regional Mobility Authority**

AGENDA ITEM #4 SUMMARY

Approve the minutes for the May 21, 2014
Regular Board Meeting.

Department: Law
Associated Costs: None
Funding Source: None
Board Action Required: Yes (by Motion)

Description of Matter:

The Minutes for the May 21, 2014 Regular Board Meeting

Attached documentation for reference:

Draft Minutes for the May 21, 2014 Regular Board Meeting

Contact for further information:

Andrew Martin, General Counsel

MINUTES

Regular Meeting of the Board of Directors of the CENTRAL TEXAS REGIONAL MOBILITY AUTHORITY

Wednesday, May 21, 2014
9:00 A.M.

The meeting was held in the Mobility Authority's Lowell H. Lebermann, Jr., Board Room at 3300 N. Interstate 35, #300, Austin, Texas 78705-1849. Notice of the meeting was posted May 24, 2014 at the respective County Courthouses of Williamson and Travis Counties; online on the website of the Secretary of State; online on the website of the Mobility Authority; and in the Mobility Authority's office lobby at 3300 N. Interstate 35, #300, Austin, Texas 78705-1849.

1. Welcome and Opening Remarks by Chairman Ray Wilkerson.

Chairman Ray Wilkerson called the meeting to order at 9:00 a.m. and called the roll. Directors present at the time the meeting was called to order were Mr. Jim Mills, Ms. Nikelle Meade, Mr. David Singleton, Mr. Bob Bennett, and Mr. David Armbrust. Mr. Charles Heimsath was not present for the meeting.

2. Open Comment Period.

No public comments were given during the open comment period.

3. Approve the minutes for the April 30, 2014, Regular Meeting of the Board of Directors.

Chairman Ray Wilkerson presented for Board consideration the minutes for the April 30, 2014, Regular Board Meeting. Mr. Bob Bennett moved to approve the minutes as drafted, and Mr. David Armbrust seconded the motion. The motion carried unanimously 6-0, and the minutes were approved as drafted.

4. Approve the financial statements for April 2014.

Ms. Cindy Demers presented this item. There was nothing unusual to report for the April financial reports.

Ms. Nikelle Meade moved for approval, and Mr. David Singleton seconded the motion. The motion carried unanimously, 6-0, and the resolution was approved as drafted.

5. Authorize a procurement for general toll-system consulting services.

Mr. Tim Reilly presented this item. The Mobility Authority currently has a contract with MSX International, Inc., to provide general toll-system consulting services. That contract was

awarded in April 2011 and is scheduled expire on April 1, 2016. Services are provided by specific named individuals for each work authorization issued under the contract. Staff was advised that the individuals named in the work authorizations who possess the level of expertise necessary to perform the required services are leaving employment with MSX International, Inc. MSX International has acknowledged that it does not currently employ others with the requisite expertise to provide the required services, but that it would begin a recruitment process seeking to replace that expertise. Given that MSX International is currently working on several important and complex projects for the Mobility Authority, staff believes it is in the Mobility Authority's best interest to protect against a break in service.

Staff requests Board authorization to begin a procurement process to ensure a continued provision of the general toll -system consulting services currently available and provided to the Mobility Authority.

Mr. David Singleton moved for approval, and Mr. David Armbrust seconded the motion. The motion carried unanimously, 6-0, and the resolution was approved as drafted.

6. Award a construction contract for the Maha Loop/Elroy Road project.

Mr. Wes Burford presented this item. At the March 26, 2014, Board meeting, the Board gave approval to advertise, release bid documents, and receive bids consistent with the Mobility Authority Procurement Policy to construct the Maha Loop/Elroy Road (Phase 1) Project from Pearce Lane to SH 71, pursuant to our interlocal agreement with Travis County.

The Mobility Authority advertised for bids to construct the project on April 28, 2014, and five bids were received on May 14, 2014. The apparent low bid has been reviewed by Mobility Authority and GEC staff. Based on that review, the bid was found to be responsive, mathematically correct, and mathematically and materially balanced. The Executive Director recommends that the Board award the construction contract to Capital Excavation Company. If approved, a notice of award will be issued to Capital Excavation Company contingent upon Travis County obtaining the remaining right-of-way needed to construct the project. Following submittal and review of the contract bond and insurance documents, the contract will be executed after Travis County obtains the remaining necessary right of way, and a notice to proceed can be issued.

Susan Spataro, representing Travis County Commissioner Margaret Gomez, thanked the Board and Mobility Authority staff for their partnership with Travis County on the Maha Loop/Elroy Road project.

Ms. Nikelle Meade moved for approval, and Mr. Bob Bennett seconded the motion. The motion carried unanimously, 6-0, and the resolution was approved as drafted.

7. Amend the Policy Code relating to criteria for qualifications of potential bidders and the award of a construction contract by the Mobility Authority.

Mr. Andy Martin presented this item. Bidders on construction contracts awarded by the Mobility Authority generally must be qualified by the Texas Department of Transportation to bid on TxDOT construction contracts. Sec. 401.036 (Qualifying with the Authority) of the

Policy Code authorizes the Mobility Authority to establish its own, independent standards for bidder qualification on Mobility Authority projects where TxDOT pre-qualification is not otherwise required. The proposed Policy Code amendment would revise and strengthen the Mobility Authority's qualification standards so potential bidders who do not meet those standards are identified and prevented from bidding on Mobility Authority projects where TxDOT pre-qualification standards may not apply. Section 401.046 is also revised to establish and refine additional, discretionary criteria the Board may use to identify the lowest best bidder in a construction contract.

Mr. Jim Mills moved for approval, and Ms. David Armbrust seconded the motion. The motion carried unanimously, 6-0, and the resolution was approved as drafted.

Briefing and discussion on the following:

8. Presentation of 2014 updates to the Strategic Plan.

Ms. Cindy Demers presented this item and provided some anticipated changes to the Mobility Authority's Strategic Plan.

9. Presentation of draft budget for Fiscal Year 2014-2015.

Ms. Cindy Demers presented this item. Some highlights of the Fiscal Year 2014-2015 budget include: budget reformatted for new chart of accounts structure, revenue increased by 50.7%, expenses increased by 66.7%, debt service increased by \$24 million, approximately \$6 million increase for toll collection and processing costs, one position added to Engineering Department and one part time position added to the Toll Operations Department.

10. Executive Director's report.

Mr. Mike Heiligenstein presented this item and provided a brief report on the May 14, 2014 Investor Meeting and May 17, 2014 Manor Expressway Ribbon Cutting.

11. Adjourn Meeting.

Chairman Ray Wilkerson declared the meeting adjourned at 10:35 a.m. with unanimous consent.